



**Todd Harms**  
Fire Chief

**Gay Jones**  
Board President  
Division 8

**Jennifer Sheetz**  
Board Vice President  
Division 5

**Matt Kelly**  
Board Secretary  
Division 7

**Cinthia Saylor**  
Board Member  
Division 1

**Grant Goold**  
Board Member  
Division 2

**Randy Orzalli**  
Board Member  
Division 3

**Ted Wood**  
Board Member  
Division 4

**D'Elman Clark**  
Board Member  
Division 6

**Jim Barnes**  
Board Member  
Division 9

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

## BOARD OF DIRECTORS - REGULAR MEETING Thursday, December 12, 2019 – 6:00 PM

**Sacramento Metropolitan Fire District  
10545 Armstrong Avenue  
Board Room – Second Floor  
Mather, California**

*The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.*

### CALL TO ORDER

### PLEDGE TO FLAG

### METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, December 16<sup>th</sup> at 6:00 pm and Wednesday, December 18<sup>th</sup> at 9:00 am on Channel 14; Webcast at [www.sacmetrofire.com](http://www.sacmetrofire.com).

The open session Meetings are also available for viewing on the District website at [www.metrofire.ca.gov](http://www.metrofire.ca.gov).

### PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

*In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.*

### CONSENT ITEMS

*Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.*

Serving Sacramento and Placer Counties



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REGULAR BOARD MEETING AGENDA

THURSDAY, DECEMBER 12, 2019

	<u>Page No.</u>
<b>CONSENT ITEMS</b>	
1. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summary Minutes for the Special Board meeting of November 9, 2019.	<b>5</b>
2. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summary Minutes for the Board meeting of November 14, 2019.	<b>8</b>
3. <b>Resolution No. 2019-090 – John de Graaff Station 32 Dedication</b> <b>Recommendation:</b> Adopt Resolution dedicating Station 32 in memory of John de Graaff.	<b>14</b>
4. <b>Appoint Delegate to Sacramento Regional Fire/EMS Comms Center JPA</b> <b>Recommendation:</b> Appoint Deputy Chief Shannon as the delegate to the Sacramento Regional Fire/EMS Communications Center JPA.	<b>15</b>
5. <b>2020 Schedule of Regular and Special Board Meetings</b> <b>Recommendation:</b> Approve the 2020 schedule of regular and special Board Meetings, and cancel meetings that fall on or near holidays.	<b>16</b>
6. <b>Surplus Vehicle Designation</b> <b>Recommendation:</b> Adopt a Resolution establishing a list of surplus vehicles and sell or donate the vehicles as deemed appropriate by the Fire Chief.	<b>18</b>
7. <b>Maintenance Contract – Lifepak 15 Monitor/Defibrillator Inventory</b> <b>Recommendation:</b> Approve the one-year Stryker ProCare Program maintenance contract for the Lifepak 15 inventory.	<b>22</b>
8. <b>Revision of Board Policy – Family and Medical Leave</b> <b>Recommendation:</b> As recommended by the Policy Committee, approve the revision to the Family and Medical Leave Policy	<b>34</b>
<b>PRESENTATION ITEMS</b>	
1. <b>5 Years of Service to Director Barnes</b> ( <i>Chief Harms</i> ) <b>Recommendation:</b> Receive presentation. No action required.	<b>*</b>
<b>ACTION ITEMS</b>	
1. <b>Contract Approval – Fuel and Lubricant Procurement</b> ( <i>Mark Jones, Logistics/Purchasing Manager</i> ) <b>Recommendation:</b> Approve contract to allow Metro Fire participate in the Sacramento Area Council of Government regional fuel contract.	<b>42</b>
2. <b>Notice of Award – RFP 19-13 Future Fire Station 68 Construction Manager at Risk</b> ( <i>Erin Castleberry, Administrative Specialist</i> ) <b>Recommendation:</b> Adopt a Resolution authorizing the Fire Chief, or designee, to execute the agreement with Roebbelen Construction Management Services, Inc.	<b>45</b>



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## REGULAR BOARD MEETING AGENDA

THURSDAY, DECEMBER 12, 2019

3. **Sacramento LAFCo Run-Off – Selection of Alternate Special District Commissioner** *(President Jones)* 119  
**Recommendation:** Select one candidate for Alternate Special District Commissioner, Office No. 6 and 7.
  
4. **Election of Board Officers** *(Board Clerk Penilla)* 130  
**Recommendation:** Nominate and elect members of the Board to serve as:  
a) President, b) Vice President, and c) Secretary for one year terms to commence January 1, 2020.

## REPORTS

1. **PRESIDENT'S REPORT**—*(President Jones)*
  
2. **FIRE CHIEF'S REPORT**—*(Chief Harms)*  
**OPERATIONS' REPORT** – *(Deputy Chief Bridge)*
  
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT**
  
4. **COMMITTEE AND DELEGATE REPORTS**  
*All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.*
  - A. **Executive Committee** – *(President Jones)*  
Next Meeting: January 9, 2020 at 5:30 PM
  
  - B. **Communications Center JPA** – *(AC Wagaman)*  
Report Out: December 10, 2019 at 9:00 AM  
Cosumnes Community Services District Board Chambers  
8820 Elk Grove Boulevard  
Elk Grove, CA 95624  
Next Meeting: December 24, 2019 at 9:00 AM
  
  - C. **California Fire & Rescue Training JPA** – *(DC Shannon)*  
Next Meeting: January 16, 2020 at 4:00 PM
  
  - D. **Finance and Audit Committee** – *(Director Kelly)*  
Report Out: December 12, 2019 at 5:30 PM  
Next Meeting: January 23, 2020 at 5:30 PM
  
  - E. **Policy Committee** – *(Director Goold)*  
Next Meeting: TBD

## BOARD MEMBER QUESTIONS AND COMMENTS



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REGULAR BOARD MEETING AGENDA

THURSDAY, DECEMBER 12, 2019

## CLOSED SESSION

1. **Workers' Compensation Settlement Authority - Two matters Pursuant to California Government Code Section 54956.9 (a)**
  - A. Randy Bowes and the Sacramento Metropolitan Fire District  
Claim #s SMDN – 549157; SMDN – 54946  
Workers Compensation Settlement Authority  
Lenahan, Lee, Slater, Pearse & Majernik, LLP
  - B. Jeffrey Dornbush and the Sacramento Metropolitan Fire District  
Claim #s SMDN – 549055; SMDM -548975; SMDI – 548398; SMDO - 549322  
Workers Compensation Settlement Authority  
Lenahan, Lee, Slater, Pearse & Majernik, LLP
  
2. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): One case**
  - A. Claim Against Public Entity Pursuant to Government Code Section 910  
Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District  
General Counsel Lavra

## ADJOURNMENT

### NEXT BOARD MEETING(S):

*Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA*

- Next Regular Board Meeting – January 9, 2020 at 6:00 PM

*The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.*

**ANTICIPATED AGENDA ITEMS:** TBD

**Posted on December 9, 2019**

**Melissa Penilla, Clerk of the Board**

\* No written report

\*\*  Separate Attachment

### DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.